



TOWNSHIP OF HAY
Gladwin County, Michigan

FINANCIAL REPORT WITH
SUPPLEMENTARY INFORMATION

Year Ended March 31, 2005

AUDITING PROCEDURES REPORT

Issue under P.A. 2 of 1968, as amended. Filing is mandatory.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name Township of Hay	County Gladwin
Audit Date March 31, 2005	Opinion Date September 27, 2005	Date Accountant Report Submitted to State: September 28, 2005	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ yes ☒ no 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ yes ☒ no 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☒ yes ☐ no 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ yes ☒ no 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ yes ☒ no 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ yes ☒ no 6. The local unit has been delinquent distributing tax revenues that were collected for another taxing unit.
- ☐ yes ☒ no 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during they year).
- ☐ yes ☒ no 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ yes ☒ no 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	X		
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X

Certified Public Accountant (Firm Name) Campbell, Kusterer & Co., P.C.			
Street Address 512 N. Lincoln, Suite 100, P.O. Box 686		City Bay City	State MI
Accountant Signature Campbell, Kusterer : Co., P.C.		Zip 48707	

TOWNSHIP OF HAY
Gladwin County, Michigan

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditors' Report	1
Management's Discussion and Analysis	2-3
Basic Financial Statements:	
Government-wide Financial Statements:	
Government-wide Statement of Net Assets	4
Government-wide Statement of Activities	5
Fund Financial Statements:	
Governmental Funds:	
Balance Sheet	6
Reconciliation of Balance Sheet of Governmental Funds to the Statement of Net Assets	7
Statement of Revenues, Expenditures, and Changes in Fund Balances	8
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	9
Notes to Financial Statements	10-15
Required Supplemental Information:	
Budgetary Comparison Schedule – General Fund	16
Budgetary Comparison Schedule – Road Fund	17
Budgetary Comparison Schedule – Solid Waste Fund	18
Budgetary Comparison Schedule – Weed Control Fund	19
Other supporting information:	
Current Tax Collection Fund Statement of Changes in Assets and Liabilities	20

CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

MARK J. CAMPBELL, CPA
KENNETH P. KUSTERER, CPA

512 N. LINCOLN AVE. - SUITE 100
P.O. BOX 686
BAY CITY, MICHIGAN 48707

TEL (989) 894-1040
FAX (989) 894-5494

INDEPENDENT AUDITOR'S REPORT

September 27, 2005

To the Township Board
Township of Hay
Gladwin County, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of Township of Hay, Gladwin County, Michigan as of and for the year ended March 31, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of Hay's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Hay, Gladwin County, Michigan as of March 31, 2005, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1, the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as of April 1, 2004.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Township's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Campbell, Kusterer & Co., P.C.

CAMPBELL, KUSTERER & CO., P.C.
Certified Public Accountants

TOWNSHIP OF HAY
Gladwin County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended March 31, 2005

The Management's Discussion and Analysis report of the Township of Hay covers the Township's financial performance during the year ended March 31, 2005.

FINANCIAL HIGHLIGHTS

Our financial status remained stable over the last year. Net assets at March 31, 2005, totaled \$560,783.03 for governmental activities. Overall total capital assets remained approximately the same.

Overall revenues were \$558,342.65 from governmental activities.

Taxable value for 2004 was \$38,875,993.00.

Our Township Millage Tax Rate for 2004 is 2.0139.

We did not incur any new debt.

OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of three parts, management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the Township and the notes to the financial statements.

The first two statements are entity-wide financial statements and provide both long and short-term information about our overall financial status. These statements present governmental activities.

The remaining statements are fund financial statements, which focus on individual parts of the Township in more detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

ENTITY-WIDE FINANCIAL STATEMENTS

The entity-wide statements report information about the Township as a whole using accounting methods used by private companies. The statement of net assets includes all of the Township's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity-wide statements report net assets and how they have changed. Net assets are the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time increases/decreases in the entity's net assets are an indicator of whether financial position is improving or deteriorating.

To assess overall health of the entity you may also have to consider additional factors such as tax base changes, facility conditions and personnel changes.

All of the activities of the Township are reported as governmental activities. This includes the General Fund, Road Fund, Solid Waste Fund, Weed Control Fund, Fire Fund and the Current Tax Collection Fund.

TOWNSHIP OF HAY
Gladwin County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended March 31, 2005

FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about the Township's funds, focusing on significant (major) funds not the Township as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Township Board also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The Township has the following types of funds:

Governmental funds: All of the Township's activities are included in the governmental category. These funds are presented on the modified accrual basis, which is designed to show short-term financial information. You will note that the differences between the Township's entity-wide statements and the fund statements are disclosed in reconciling statements to explain the differences between them. The Township's governmental activities include the General Fund, Road Fund, Solid Waste Fund, Weed Control Fund and the Fire Fund.

FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Road improvements were made.

Our cash position in governmental activities remains healthy. We do not carry any debts.

FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

The General Fund pays for the Township's governmental services which totaled \$101,125.38.

CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Township's governmental activities invested \$0 in capital assets.

No long-term debt activity at this time.

KNOWN FACTORS AFFECTING FUTURE OPERATIONS

The future of state revenue sharing is very clouded and it represents a significant portion of our income. We continue to grow in taxable values with little demand for infrastructure, except roads and fire department maintenance.

CONTACTING THE TOWNSHIP'S MANAGEMENT

This financial report is designed to provide our taxpayers, creditors, investors and customers with a general overview of the Townships finances and to demonstrate the Township's accountability for the revenues it receives. If you have any questions concerning this report please contact the Township Clerk or Township Treasurer at 989-426-1821, or 989-426-7015, or 989-426-0554.

TOWNSHIP OF HAY
Gladwin County, Michigan

GOVERNMENT-WIDE STATEMENT OF NET ASSETS
March 31, 2005

	<u>Governmental Activities</u>
ASSETS:	
CURRENT ASSETS:	
Cash in bank	506 003 86
Taxes receivable	<u>57 457 24</u>
Total Current Assets	<u>563 461 10</u>
NON-CURRENT ASSETS:	
Capital Assets	34 857 35
Less: Accumulated Depreciation	<u>(31 676 93)</u>
Total Non-current Assets	<u>3 180 42</u>
TOTAL ASSETS	<u><u>566 641 52</u></u>
LIABILITIES AND NET ASSETS:	
LIABILITIES:	
CURRENT LIABILITIES:	
Accounts payable	<u>5 858 49</u>
Total Current Liabilities	<u>5 858 49</u>
NON-CURRENT LIABILITIES	<u>-</u>
Total Non-current Liabilities	<u>-</u>
Total Liabilities	<u>5 858 49</u>
NET ASSETS:	
Invested in Capital Assets, Net of Related Debt	3 180 42
Unrestricted	<u>557 602 61</u>
Total Net Assets	<u>560 783 03</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>566 641 52</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF HAY
Gladwin County, Michigan

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES
Year ended March 31, 2005

	<u>Expenses</u>	<u>Program Revenue</u>	<u>Governmental Activities</u>
		<u>Charges for Services</u>	<u>Net (Expense) Revenue and Changes in Net Assets</u>
FUNCTIONS/PROGRAMS			
Governmental Activities:			
Legislative	27 912 87	-	(27 912 87)
General government	64 979 86	6 917 00	(58 062 86)
Public safety	40 095 45	38 589 31	(1 506 14)
Public works	<u>276 093 64</u>	<u>332 681 20</u>	<u>56 587 56</u>
Total Governmental Activities	<u>409 081 82</u>	<u>378 187 51</u>	<u>(30 894 31)</u>
General Revenues:			
Property taxes			79 647 32
State revenue sharing			90 834 34
Interest			4 638 14
Miscellaneous			<u>5 035 34</u>
Total General Revenues			<u>180 155 14</u>
Change in net assets			149 260 83
Net assets, beginning of year			<u>411 522 20</u>
Net Assets, End of Year			<u>560 783 03</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF HAY
Gladwin County, Michigan

BALANCE SHEET – GOVERNMENTAL FUNDS
March 31, 2005

<u>Assets</u>	<u>General</u>	<u>Road</u>	<u>Solid Waste</u>	<u>Weed Control</u>
Cash in bank	209 426 64	15 934 30	177 438 11	92 370 46
Taxes receivable	4 029 56	7 454 95	18 640 00	21 657 35
Due from other funds	<u>1 223 99</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets	<u>214 680 19</u>	<u>23 389 25</u>	<u>196 078 11</u>	<u>114 027 81</u>
<u>Liabilities and Fund Equity</u>				
Liabilities:				
Accounts payable	<u>183 11</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>183 11</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund equity:				
Fund balances:				
Unreserved:				
Undesignated	<u>214 497 08</u>	<u>23 389 25</u>	<u>196 078 11</u>	<u>114 027 81</u>
Total fund equity	<u>214 497 08</u>	<u>23 389 25</u>	<u>196 078 11</u>	<u>114 027 81</u>
Total Liabilities and Fund Equity	<u>214 680 19</u>	<u>23 389 25</u>	<u>196 078 11</u>	<u>114 027 81</u>

The accompanying notes are an integral part of these financial statements.

<u>Other Funds</u>	<u>Total</u>
9 610 36	504 779 87
5 675 38	57 457 24
-	1 223 99
<u>15 285 74</u>	<u>563 461 10</u>

<u>5 675 38</u>	<u>5 858 49</u>
<u>5 675 38</u>	<u>5 858 49</u>

<u>9 610 36</u>	<u>557 602 61</u>
<u>9 610 36</u>	<u>557 602 61</u>
<u>15 285 74</u>	<u>563 461 10</u>

TOWNSHIP OF HAY
Gladwin County, Michigan

RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET ASSETS
March 31, 2005

TOTAL FUND BALANCES – GOVERNMENTAL FUNDS

557 602 61

Amounts reported for governmental activities in the statement of
net assets are different because –

Capital assets used in governmental activities are not financial resources and
therefore are not reported in the governmental funds balance sheet:

Capital assets at cost
Accumulated depreciation

34 857 35
(31 676 93)

TOTAL NET ASSETS – GOVERNMENTAL ACTIVITIES

560 783 03

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF HAY
Gladwin County, Michigan

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
Year ended March 31, 2005

	<u>General</u>	<u>Road</u>	<u>Solid Waste</u>	<u>Weed Control</u>
Revenues:				
Property taxes	27 946 12	51 701 20	-	-
State revenue sharing	90 834 34	-	-	-
Charges for services	6 917 00	-	-	-
Interest	2 817 47	-	1 506 47	314 20
Special assessments	-	-	104 830 50	227 850 70
Miscellaneous	<u>5 035 34</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total revenues	<u>133 550 27</u>	<u>51 701 20</u>	<u>106 336 97</u>	<u>228 164 90</u>
Expenditures:				
Legislative:				
Township Board	27 912 87	-	-	-
General government:				
Supervisor	6 596 85	-	-	-
Elections	1 903 66	-	-	-
Assessor	26 515 93	-	-	-
Clerk	9 668 90	-	-	-
Board of Review	766 64	-	-	-
Treasurer	14 473 59	-	-	-
Building and grounds	4 530 39	-	-	-
Public safety:				
Fire protection	-	-	-	-
Liquor control	1 517 38	-	-	-
Public works:				
Sanitation	-	-	99 717 75	-
Weed control	-	-	-	114 137 09
Sewer	3 990 00	-	-	-
Drains	675 00	-	-	-
Highways and streets	-	54 999 63	-	-
Street lights	<u>2 574 17</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>101 125 38</u>	<u>54 999 63</u>	<u>99 717 75</u>	<u>114 137 09</u>
Excess (deficiency) of revenues over expenditures	32 424 89	(3 298 43)	6 619 22	114 027 81
Fund balances, April 1	<u>182 072 19</u>	<u>26 687 68</u>	<u>189 458 89</u>	<u>-</u>
Fund Balances, March 31	<u>214 497 08</u>	<u>23 389 25</u>	<u>196 078 11</u>	<u>114 027 81</u>

The accompanying notes are an integral part of these financial statements.

<u>Other Funds</u>	<u>Total</u>
-	79 647 32
-	90 834 34
-	6 917 00
-	4 638 14
38 589 31	371 270 51
-	5 035 34
<u>38 589 31</u>	<u>558 342 65</u>
-	27 912 87
-	6 596 85
-	1 903 66
-	26 515 93
-	9 668 90
-	766 64
-	14 473 59
-	4 530 39
38 578 07	38 578 07
-	1 517 38
-	99 717 75
-	114 137 09
-	3 990 00
-	675 00
-	54 999 63
-	2 574 17
<u>38 578 07</u>	<u>408 557 92</u>
11 24	149 784 73
<u>9 599 12</u>	<u>407 817 88</u>
<u>9 610 36</u>	<u>557 602 61</u>

TOWNSHIP OF HAY
Gladwin County, Michigan

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
Year ended March 31, 2005

NET CHANGE IN FUND BALANCES – TOTAL GOVERNMENTAL FUNDS 149 784 73

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures; in the Statement of Activities,
these costs are allocated over their estimated useful lives as depreciation

Depreciation Expense
Capital Outlay (523 90)

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES 149 260 83

TOWNSHIP OF HAY
Gladwin County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 1 – Summary of Significant Accounting Policies

The accounting policies of the Township of Hay, Gladwin County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

Reporting Entity

The financial statements of the Township contain all the Township funds that are controlled by or dependent on the Township's executive or legislative branches.

The reporting entity is the Township of Hay. The Township is governed by an elected Township Board. As required by generally accepted accounting principles, these financial statements present the Township as the primary government.

Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All the Township's government-wide activities are considered governmental activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

TOWNSHIP OF HAY
Gladwin County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 1 – Summary of Significant Accounting Policies (continued)

Governmental Funds

General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

Special Revenue Funds

These funds are used to account for specific governmental revenues requiring separate accounting because of legal or regulatory provisions or administrative action.

Fiduciary Fund

The Current Tax Collection Fund is used to account for assets held as an agent for others.

Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables

Receivables have been recognized for all significant amounts due to the Township. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial.

Inventories

Inventories of supplies are considered to be immaterial and are not recorded.

Property Taxes

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls. The 2004 tax roll millage rate was 2.0139 mills, and the taxable value was \$38,875,993.00.

Encumbrances

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

TOWNSHIP OF HAY
Gladwin County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 1 – Summary of Significant Accounting Policies (continued)

Capital Assets

Capital assets are defined by the Township as assets with an initial cost of more than \$200.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings, additions and improvements	50 years
Equipment	5-10 years

Compensated Absences (Vacation and Sick Leave)

Employees are not allowed to accumulate vacation and sick pay.

Post-employment Benefits

The Township provides no post-employment benefits to past employees.

Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Accounting Change

Effective April 1, 2004, the Township implemented the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (GASB No. 34). Changes to the Township's financial statements as a result of GASB No. 34 are as follows:

A Management's Discussion and Analysis (MD&A) section providing analysis of the Township's overall financial position and results of operations has been included.

Government-wide financial statements (Statement of Net Assets and Statement of Activities) prepared using the full accrual accounting for all the Township's activities have been provided.

Capital assets in the governmental activities column of the Statement of Net Assets include net assets totaling \$3,180.42.

Note 2 – Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

1. Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Township Board for consideration.
2. The proposed budgets include expenditures as well as the methods of financing them.

TOWNSHIP OF HAY
Gladwin County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 2 – Budgets and Budgetary Accounting (continued)

3. Public hearings are held to obtain taxpayer comments.
4. The budgets are adopted at the activity level by a majority vote of the Township Board.
5. The budgets are adopted on the modified accrual basis of accounting.
6. The originally adopted budgets can be amended during the year only by a majority vote of the Township Board.
7. The adopted budgets are used as a management control device during the year for all budgetary funds.
8. Budget appropriations lapse at the end of each fiscal year.
9. The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Township Board during the fiscal year.

Note 3 – Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township Board has designated two banks for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Township's deposits and investments are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:

	<u>Carrying Amounts</u>
Total Deposits	<u>506 003 86</u>

Amounts in the bank balances are without considering deposits in transit or uncleared checks.

TOWNSHIP OF HAY
Gladwin County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 3 – Deposits and Investments (continued)

	<u>Bank Balances</u>
Insured (FDIC)	150 000 00
Uninsured and Uncollateralized	<u>367 821 27</u>
Total Deposits	<u><u>517 821 27</u></u>

The Township of Hay did not have any investments as of March 31, 2005.

Note 4 – Capital Assets

Capital asset activity of the Township's Governmental activities for the current year was as follows:

	<u>Balance 4/1/04</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 3/31/05</u>
<u>Governmental Activities:</u>				
Land	2 700 00	-	-	2 700 00
Buildings	27 245 00	-	-	27 245 00
Equipment	<u>4 912 35</u>	<u>-</u>	<u>-</u>	<u>4 912 35</u>
Total	34 857 35	-	-	34 857 35
Accumulated Depreciation	<u>(31 153 03)</u>	<u>(523 90)</u>	<u>-</u>	<u>(31 676 93)</u>
Net Capital Assets	<u><u>3 704 32</u></u>	<u><u>(523 90)</u></u>	<u><u>-</u></u>	<u><u>3 180 42</u></u>

Note 5 – Pension Plan

The Township has a defined contribution pension plan covering substantially all full-time employees. The Township contributes an amount of each employee's annual salary to the plan. Pension expense for the fiscal year ended March 31, 2005, was \$4,603.28.

Note 6 – Deferred Compensation Plan

The Township does not have a deferred compensation plan.

Note 7 – Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Note 8 – Building Permits

The Township of Hay does not issue building permits. Building permits are issued by the County of Gladwin.

TOWNSHIP OF HAY
Gladwin County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 9 – Interfund Receivables and Payables

The amounts of interfund receivables and payables are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Fund</u>	<u>Interfund Payable</u>
General	<u>1 223 99</u>	Current Tax Collection	<u>1 223 99</u>
Total	<u>1 223 99</u>	Total	<u>1 223 99</u>

Note 10 – Budget Variances

During the fiscal year ended March 31, 2005, Township expenditures exceeded the budgeted amounts in the activities as follows:

	<u>Total Budget</u>	<u>Total Expenditures</u>	<u>Excess Expenditures</u>
Weed Control Fund: Weed control	-	114 137 09	114 137 09

TOWNSHIP OF HAY
Gladwin County, Michigan

BUDGETARY COMPARISON SCHEDULE – GENERAL FUND
Year ended March 31, 2005

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Revenues:				
Property taxes	26 921 72	26 921 72	27 946 12	1 024 40
State revenue sharing	98 017 50	98 017 50	90 834 34	(7 183 16)
Charges for services	6 909 50	6 909 50	6 917 00	7 50
Interest	2 400 00	2 400 00	2 817 47	417 47
Miscellaneous	19 587 10	19 587 10	5 035 34	(14 551 76)
Total revenues	153 835 82	153 835 82	133 550 27	(20 285 55)
Expenditures:				
Legislative:				
Township Board	42 011 00	42 011 00	27 912 87	(14 098 13)
General government:				
Supervisor	7 888 00	7 888 00	6 596 85	(1 291 15)
Elections	2 420 00	2 420 00	1 903 66	(516 34)
Assessor	24 210 00	46 210 00	26 515 93	(19 694 07)
Clerk	10 398 00	10 398 00	9 668 90	(729 10)
Board of Review	1 875 00	1 875 00	766 64	(1 108 36)
Treasurer	18 487 00	18 487 00	14 473 59	(4 013 41)
Building and grounds	6 840 00	6 840 00	4 530 39	(2 309 61)
Public safety:				
Liquor control	2 380 00	2 380 00	1 517 38	(862 62)
Public works:				
Sewer	5 000 00	5 000 00	3 990 00	(1 010 00)
Drains	1 000 00	1 000 00	675 00	(325 00)
Highways and streets	118 900 00	118 900 00	-	(118 900 00)
Street lights	3 000 00	3 000 00	2 574 17	(425 83)
Total expenditures	244 409 00	266 409 00	101 125 38	(165 283 62)
Excess (deficiency) of revenues over expenditures	(90 573 18)	(112 573 18)	32 424 89	144 998 07
Fund balance, April 1	364 186 89	364 186 89	182 072 19	(182 114 70)
Fund Balance, March 31	273 613 71	251 613 71	214 497 08	(37 116 63)

TOWNSHIP OF HAY
Gladwin County, Michigan

BUDGETARY COMPARISON SCHEDULE – ROAD FUND
Year ended March 31, 2005

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Over (Under)</u>
Revenues:				
Property taxes	<u>59 807 54</u>	<u>59 807 54</u>	<u>51 701 20</u>	<u>(8 106 34)</u>
Total revenues	<u>59 807 54</u>	<u>59 807 54</u>	<u>51 701 20</u>	<u>(8 106 34)</u>
Expenditures:				
Public works:				
Highways and streets	<u>59 807 54</u>	<u>59 807 54</u>	<u>54 999 63</u>	<u>(4 807 91)</u>
Total expenditures	<u>59 807 54</u>	<u>59 807 54</u>	<u>54 999 63</u>	<u>(4 807 91)</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>-</u>	<u>(3 298 43)</u>	<u>(3 298 43)</u>
Fund balance, April 1	<u>-</u>	<u>-</u>	<u>26 687 68</u>	<u>26 687 68</u>
Fund Balance, March 31	<u>-</u>	<u>-</u>	<u>23 389 25</u>	<u>23 389 25</u>

TOWNSHIP OF HAY
Gladwin County, Michigan

BUDGETARY COMPARISON SCHEDULE – SOLID WASTE FUND
Year ended March 31, 2005

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Over (Under)</u>
Revenues:				
Interest	-	-	1 506 47	1 506 47
Special assessments	<u>120 000 00</u>	<u>120 000 00</u>	<u>104 830 50</u>	<u>(15 169 50)</u>
Total revenues	<u>120 000 00</u>	<u>120 000 00</u>	<u>106 336 97</u>	<u>(13 663 03)</u>
Expenditures:				
Public works:				
Sanitation	<u>120 000 00</u>	<u>120 000 00</u>	<u>99 717 75</u>	<u>(20 282 25)</u>
Total expenditures	<u>120 000 00</u>	<u>120 000 00</u>	<u>99 717 75</u>	<u>(20 282 25)</u>
Excess of revenues over expenditures	-	-	6 619 22	6 619 22
Fund balance, April 1	<u>-</u>	<u>-</u>	<u>189 458 89</u>	<u>189 458 89</u>
Fund Balance, March 31	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>196 078 11</u></u>	<u><u>196 078 11</u></u>

TOWNSHIP OF HAY
Gladwin County, Michigan

BUDGETARY COMPARISON SCHEDULE – WEED CONTROL FUND
Year ended March 31, 2005

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Over (Under)</u>
Revenues:				
Interest	-	-	314 20	314 20
Special assessments	-	-	227 850 70	227 850 70
Total revenues	-	-	228 164 90	228 164 90
Expenditures:				
Public works:				
Weed control	-	-	114 137 09	114 137 09
Total expenditures	-	-	114 137 09	114 137 09
Excess of revenues over expenditures	-	-	114 027 81	114 027 81
Fund balance, April 1	-	-	-	-
Fund Balance, March 31	-	-	114 027 81	114 027 81

TOWNSHIP OF HAY
Gladwin County, Michigan

CURRENT TAX COLLECTION FUND
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
Year ended March 31, 2005

	<u>Balance</u> <u>4/1/04</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>3/31/05</u>
<u>Assets</u>				
Cash in Bank	<u>1 395 77</u>	<u>1 501 760 03</u>	<u>1 501 931 81</u>	<u>1 223 99</u>
<u>Liabilities</u>				
Due to other funds	1 395 77	398 700 70	398 872 48	1 223 99
Due to other units	<u>-</u>	<u>1 103 059 33</u>	<u>1 103 059 33</u>	<u>-</u>
Total Liabilities	<u>1 395 77</u>	<u>1 501 760 03</u>	<u>1 501 931 81</u>	<u>1 223 99</u>

CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

MARK J. CAMPBELL, CPA
KENNETH P. KUSTERER, CPA

512 N. LINCOLN AVE. - SUITE 100
P.O. BOX 686
BAY CITY, MICHIGAN 48707

TEL (989) 894-1040
FAX (989) 894-5494

AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS

September 27, 2005

To the Township Board
Township of Hay
Gladwin County, Michigan

We have audited the financial statements of the Township of Hay for the year ended March 31, 2005. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES

We conducted our audit of the financial statements of the Township of Hay in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."

To the Township Board
Township of Hay
Gladwin County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies are described in Note 1 to the financial statements.

OTHER COMMUNICATIONS

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

GASB 34 IMPLEMENTATION

The Governmental Accounting Standards Board issued a new reporting model for governmental units which was required to be implemented for the fiscal year ended March 31, 2005. The implementation of this pronouncement for the Township of Hay began with the year ended March 31, 2005. The daily operations and recording transactions did not change significantly, however, the Township is required to maintain additional records for the year end adjustments to the final presentation format.

COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY

Our procedures disclosed the following conditions that we would like to bring to your attention:

SEGREGATION OF DUTIES

A separation of duties between persons who authorize transactions and persons who have control over the related assets does not always exist.

The least desirable accounting system is one in which an employee is responsible for executing the transaction and then recording the transaction from its origin to its ultimate posting in the General Ledger. This increases the likelihood that intentional or unintentional errors will go undetected. In most cases, adequate segregation of duties substantially increases control over errors without duplication of effort.

We understand that due to the size of needed staff, a proper segregation of duties may be impractical and the "cost to benefit" relationship may not justify the addition of accounting staff to accomplish the desired segregation.

These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Township's financial statements and this communication of these matters does not affect our report on the Township's financial statements, dated March 31, 2005.

To the Township Board
Township of Hay
Gladwin County, Michigan

SUMMARY

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

Campbell, Kusterer & Co. P.C.

CAMPBELL, KUSTERER & CO., P.C.
Certified Public Accountants